

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

JOINT BOARD OF TRUSTEES  
18501 EAST GALE AVENUE, SUITE 100  
CITY OF INDUSTRY, CA 91748

October 19, 2010  
6:00 P.M.

La Puente Valley ROP  
Administrative Office  
Board Room

REGULAR MEETING AGENDA

A. PROCEDURAL MATTERS

1. Call to order by the President, \_\_\_\_\_, at \_\_\_\_\_ p.m.

2. Roll Call

Robert Hidalgo, President \_\_\_\_\_

Norman Hsu, Vice President \_\_\_\_\_

Paul Solano, Clerk \_\_\_\_\_

Gilbert G. Garcia, Ph.D., Member \_\_\_\_\_

Jay Chen, Member \_\_\_\_\_

Barbara Boyd, Member \_\_\_\_\_

Esperanza Fernández, ROP Superintendent and  
Secretary to the Joint Board of Trustees \_\_\_\_\_

Leticia Covarrubias, Assistant Superintendent,  
Business Services \_\_\_\_\_

Maureen Sinclair, Assistant Superintendent,  
Educational Services \_\_\_\_\_

Tika Davé-Harris, Director  
Human Resources \_\_\_\_\_

3. Review of Agenda

a. Changes

b. Additions

c. Deletions

4. Adoption of Agenda

Adopt agenda for tonight's meeting.

M \_\_\_\_\_

S \_\_\_\_\_

V \_\_\_\_\_

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**A. PROCEDURAL MATTERS (continued)**

5. Pledge of Allegiance: Norman Hsu

**6. Approval of Minutes**

**Reference**

**Action**

a. Approve the minutes of the Regular Joint Board of Trustees Meeting of September 21, 2010.

A-6.a.

**M** \_\_\_\_  
**S** \_\_\_\_  
**V** \_\_\_\_

**7. Public Comment**

This is the appropriate point in the agenda for those present to speak with regard to any closed session item on the agenda.

**8. Closed Session**

Recessed from public meeting to closed session at \_\_\_\_\_ to discuss and take possible action on the following item.

**M** \_\_\_\_  
**S** \_\_\_\_  
**V** \_\_\_\_

Conference with legal counsel regarding pending litigation pursuant to Government Code Section 54956.9.

a. La Puente Valley ROP Ed Center Lease

9. Adjourn from closed session to public meeting.

**M** \_\_\_\_  
**S** \_\_\_\_  
**V** \_\_\_\_

10. Reconvened the public meeting at \_\_\_\_\_

11. Report of action(s) taken during closed session

**B. GENERAL COMMUNICATIONS**

1. Public Comments

a. General communications that do not have a connection with item(s) on the agenda.

b. Specific communications in connection with agenda item(s). Announcement of intent is to be made at this time; however, any discussion will be held during the normal discussion period for that item.

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**C. REPORTS AND PRESENTATIONS**

1. Superintendent's Report
  - a. Correspondence
  - b. Evaluation Instrument

**D. CONSENT CALENDAR**

- | <b>1. <u>General Business</u></b>  | <b><u>Reference</u></b> | <b><u>Action</u></b> |
|--|-------------------------|----------------------|
| a. Approve and/or ratify purchase orders for the period of September 1, 2010 through September 30, 2010.   | D-1.a.                  |                      |
| b. Approve and/or ratify warrant schedules as listed for the month of September, 2010.   | D-1.b.                  |                      |
| c. Approve and/or ratify the field trip list should any be received.   | D-1.c.                  |                      |
| d. Approve and/or ratify the agreement with Office Team Services as presented.   | D-1.d.                  |                      |
| e. Approve and/or ratify the MOU between Colton Redlands Yucaipa ROP (CRYROP) and La Puente Valley ROP regarding use of video teleconference equipment provided through the CTE Teach Grant.   | D-1.e.                  |                      |
| f. Approve and/or ratify the MOU between Colton Redlands Yucaipa ROP (CRYROP) and La Puente Valley ROP in the amount of \$24,950 from the CTE Teach Grant.   | D-1.f.                  |                      |
| <br>   |                         |                      |
| <b>2. <u>Conference and Travel</u></b>   |                         |                      |
| a. Approve attendance at conference as listed for actual and necessary expenses incurred. Attendance is to be paid by the La Puente Valley ROP unless otherwise specified as attached, in accordance with Board Policy and Regulations 3002. | D-2.a.                  |                      |

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<b>D.     <u>CONSENT CALENDAR</u></b> (continued)	<b><u>Reference</u></b>	<b><u>Action</u></b>
<b>3. <u>Personnel</u></b>		
a. Approve and/or ratify certificated personnel employment-related recommendations.	D-3.a.	
b. Approve and/or ratify classified personnel employment-related recommendations.	D-3.b.	
<b>4. <u>Instruction</u></b>		
a. Approve and/or ratify changes, additions, and deletions to the Fall, 2010 schedule of classes.	D-4.a.	
Approve and/or ratify items listed on the consent calendar above as recommended by the superintendent.		<b>M</b> ____ <b>S</b> ____ <b>V</b> ____
<b>E.     <u>ADMINISTRATIVE ITEMS</u></b>		
<b>1. <u>General Business Information Items/Reports</u></b>		
a. Receive the Financial Report for the Associated Student Body Fund for the period ending September 30, 2010.	E-1.a.	
b. Receive the General Fund Balance Report for the period ending September 30, 2010.	E-1.b.	
c. Receive the graphs for revenues and expenditures accumulated July 1, 2010 through September 30, 2010.	E-1.c.	
d. Receive the graph for projected cash flow for the period ending September 30, 2010.	E-1.d.	
<b>2. <u>General Business</u></b>		
a. Adopt the Budget Development Calendar for FY 2011 - 2012 as proposed.	E-2.a.	<b>M</b> ____ <b>S</b> ____ <b>V</b> ____

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**E. ADMINISTRATIVE ITEMS (continued)**

**2. General Business (continued)**

- |   |        |                         |
|---|--------|-------------------------|
| b. Approve and/or ratify “B” warrants over \$500.00 issued for instructional materials in the month of September, 2010.                                       | E-2.b. | M ___<br>S ___<br>V ___ |
| c. Approve and/or ratify list of 2010-11 purchase orders for instructional materials incurred for the period of September 1, 2010 through September 30, 2010. | E.2.c. | M ___<br>S ___<br>V ___ |

**3. Personnel - No additional items**

**4. Instruction – No additional items.**

**5. Policy and Board Items**

- |  |                                      |                         |
|--|--------------------------------------|-------------------------|
| a. Approve revised Superintendent’s Evaluation Instrument. | E-5.a.<br>Under<br>Separate<br>Cover | M ___<br>S ___<br>V ___ |
| b. Board Comments  |                                      |                         |

**6. Specific Dates to Remember:**

- November 11, 2010 - Holiday – Veterans’ Day – Office Closed.
- November 16, 2010 - Regular Joint Board of Trustees Meeting @ 6:00 p.m.

**F. ADJOURNMENT**

**Action**

- |                                    |                         |
|------------------------------------|-------------------------|
| 1. Meeting adjourned at _____ p.m. | M ___<br>S ___<br>V ___ |
|------------------------------------|-------------------------|

Public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at 18501 East Gale Avenue, Suite 100, Industry, CA during regular business hours (8:00 a.m. to 4:00 p.m.).